



Facilitating the sharing and coordinated use of spatially referenced data in Delaware

**Meeting Minutes**  
**DGDC Executive Council Meeting**  
**10:15 a.m., April 23, 2008**  
**Verona Room**  
**Sheraton Conference Center**  
**Dover, DE**

**ATTENDANCE**

**Executive Council Members**

- Mike Mahaffie, OMB  
Non-Voting Chair
- Bill Hickox, DTI  
Proxy for Sec. Jarrett
- Tom Steele, DSHS  
Proxy for Sec. Mitchell
- Marti Dobson, DelDOT  
Proxy for Sec. Wicks
- NV Raman, DNREC  
Proxy for Sec. Hughes
- Tim Westbrook, New Castle Co.  
Proxy for County Exec. Coons
- Michael Petit de Mange, Kent Co.
- Megan Dean, Sussex Co.  
Proxy for County Admin Baker
- John Talley, DGS
- Roger Barlow, USGS  
Federal Liaison
- David Racca, UD  
DGDC Academic Representative
- Mark Nowak, Dover  
DGDC Municipal Representative
- Lillian Wang, DGS  
DGDC At-Large Representative

**Other Attendees**

- Sandy Schenck, DGS
- Dick Sacher, UD RDMS
- Kim Cloud, DTI
- Laura Simmons, OMB
- Ed McNeeley, State
- Jim Cannistra, Sanborn
- Josh Nimitz, Sanborn
- Jim Higgins, ESRI
- Seth Van Aken, ESRI

**Welcome and Introductions**

Mike Mahaffie welcomed the group and led a round of introductions. He thanked the group for attending the meeting and noted that it was part of Delaware's annual GIS Conference.

**Approval of Minutes of January 30, 2008 Meeting**

Mike Mahaffie presented the draft meeting minutes from the January 30 meeting of the Executive Council. **A motion was made by John Talley, and seconded by Mike Petit de Mange, to approve the minutes as presented.** The motion passed unanimously.

**Results from April 4, 2008, DGDC Meeting**

Mike Mahaffie gave a brief report on the most recent DGDC meeting. He noted that the group had selected Megan Dean to chair the GIS Day subcommittee but had not selected a chair for the Data Standards Subcommittee. The group also voted to recommend approval of the DataMIL Changes to be presented to the Executive Council.

**DTI eGIS Project Update (part 1)**

Bill Hickox gave an update on the status of the Enterprise GIS (eGIS) project. He noted that the changing budget situation is having an effect on the eGIS project and will slow the project implementation as funding is being cut in all agencies. Bill emphasized that the project is still a priority for DTI but that it will be rolled-out over a longer time frame.

There was a general discussion of the goals and objectives of the project and there were questions about the specific phases that were deferred until Kim Cloud, who was giving a presentation in another session, could join the Executive Council meeting.

Mike Petit de Mange made note of the cooperation that DTI has shown to Kent County and thanked DTI for working with the county on common goals

and interests related to enterprise GIS.

**Ortho/Elevation/Land Use Project**

Jim Cannistra and Josh Nimitz, of Sanborn Mapping Company, gave an overview of the data products and the status of the project. Sanborn is the contractor for the project and was at the conference as a sponsor.

There was a general discussion of the possibilities of keeping the data products up to date and planning for future data collection projects. This sparked a discussion of whether or not the Executive Council should have budgetary authority to manage geospatial data projects in the future. Several members stressed that it is inefficient to try to raise funds piecemeal from many sources on a project-by-project basis. There was a discussion of a need for a strategic plan, including a funding component, to meet the legislated goals of the Executive Council. Roger Barlow noted that the Return on Investment study now focused on the orthophotography portion of the project should help bring the issue into focus.

Bill Hickox reiterated that the Executive Council should include a representative of the leadership of the Office of Management and Budget and that there needs to be serious discussion at the next meeting about a shared-funding mechanism in order to accomplish the objectives of the executive council. Several other Executive Council members agreed with this assessment.

### **DTI eGIS Project Update (part 2)**

Kim Cloud, of DTI, joined the meeting at this point and explained that the first phase of the Enterprise GIS project will be to build a data distribution portal for data distribution, starting with the statewide transportation data provided under the DelDOT/TeleAtlas contract. A basic website has been set up for downloading the data on an interim basis. Completing this phase will involve creation of a more functional application to facilitate the customization of data downloads and to support a workflow for submitting changes and downloading the most current data. The second phase will be a detailed data user's needs assessment and starting to build-on to that portal, based on that assessment. The third phase will be to build the portal into a larger service-oriented architecture and provide expanded functionality.

There was a general discussion about the eGIS project. Kim was asked about the changes to the time frame for the project and explained that the current plan is to try to have phase three completed in FY2010. Asked about the costs, Kim explained that most of the cost is for data storage, with some personnel and technical contracting costs.

There was general support for DTI's continuing effort to gather needs requirements and advice on the project from the GIS community through the DGDC and the Executive Council. This will also be a role of the Technical Issues Subcommittee, which has not yet met.

### **Statewide Transportation Data**

Mike Mahaffie and Marti Dobson reported on a meeting hosted by DelDOT staff to discuss the future of the state's contract with TeleAtlas North America to provide aggregation of transportation data for Delaware. Continued funding may be an issue for this project and there is interest among data users in either renegotiating the contract or ending it.

DelDOT staff, working with Mike Mahaffie, will gather input from users on their needs and develop options for consideration by the DGDC and the Executive Council.

### **Recommended Changes to DataMIL**

Sandy Schenck, of DGS, presented a list of changes to the DataMIL that were recommended for approval at the most recent DGDC meeting. These include:

- Limiting the data available on the DataMIL web browser tool to just the Framework data sets,
- New Memoranda of Agreement with Framework data stewards,
- Hosting Framework Metadata directly within the DataMIL,
- Enhanced map visualizations,
- Developing a "crowd-source" approach to QA/QC of Framework data,
- On-line editing and forums for discussions about the Framework data, and
- Adding open-source data feeds.

**A motion was made by Roger Barlow, and seconded by Tom Steele, to approve the recommended changes.** The motion passed unanimously.

At this point, Mike Mahaffie explained that the tight schedule of the GIS Conference required that the meeting be kept to two hours and that the remaining few agenda items would have to be deferred. He noted that the remaining quarterly meetings of the DGDC have been scheduled for June, October and December. Executive Council meetings will be scheduled interspersed with those meetings and will be sent the Executive Council members with a few weeks.

**A motion was made by Tim Westbrook, and seconded by NV Raman, to adjourn.** The motion passed unanimously.